



Tutor (Intermittent)

City of Miami Gardens, FL. (109,700)

Opening Date: 7/19/2013

Deadline 8/02/2013, or until filled

Salary: \$12.40 per hour

Nature of Work:

Under general supervision, provide academic tutoring for program participants with the intent of assisting those that are experiencing academic challenges and enhancing the performance of those that are at satisfactory levels. Facilitate tutoring sessions utilizing collaborative learning methodologies either one-on-one or in group sessions. Serve as model for students in the techniques, strategies, attitudes and beliefs that successful learners employ as they acquire new knowledge, solve problems, and complete academic tasks. Supervision is received from a lead tutor or administrative staff who periodically reviews work in progress and upon completion for thoroughness, professionalism, demonstration of effective learning methods, delivery of customer services and other essential functions for the position.

Minimum Requirements:

Associate's degree or 60 college credit hours from accredited college or university with a 3.0 GPA required; six (6) months of tutoring or teaching experience preferred; or any equivalent combination of relevant training and experience. Must have ability to work varying schedules of 25 hours per week or less and be flexible to work at multiple park locations. Academic period is projected to be between mid-August and May.

Please send Resume & Official City Application Form to:

Human Resources Department, City of Miami Gardens
1515 NW 167th Street, Bldg. 5 - Suite 200
Miami Gardens, FL 33169
Fax: (305) 622-8265
www.miamigardens-fl.gov
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